

Parks & Recreation Department

300 W. Ash, Rm. #100

Salina, KS 67401 (785) 309-5765 / FAX (785) 309-5769

Copies To:

Park Dept. _____

Police Dept. _____

Date of Event: _____

PARK CLOSURE PERMIT

Person Making Request

Name:			
Address:			
Phone:	Home:	Work / Cell:	

Park Requested:		Day/Date of Event:	
Time Requested:		Type of Event:	

List specific facilities or areas of park needed:

Sponsor of Event:		Estimated no. of people expected:	
Contact Person During Event:		Phone:	
Will you be using Amplified Sound Equipment _____		Date & Time:	

For what type of activity? (band, dance, concert, public address, etc.)

Security:	Yes: _____	No: _____	Provided By:	
Food Vendors:	Yes: _____	No: _____	Number:	
Other Vendors:	Yes: _____	No: _____	Number:	

Type of merchandise:

Location in Park:

Will a donation or admission fee be charged:	Yes: _____	No: _____	Amount:	
Fencing Needed:	Yes: _____	No: _____	(User must provide. Installation will be supervised by City staff.)	
Barricades Needed:	Yes: _____	No: _____		
Extra Trash Cans:	Yes: _____	No: _____		

Special requests for area:	
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Conditions of Permit: Authorized City officials may determine inappropriate language or noise levels that may disrupt other park use or residential areas and have the authority to decrease or discontinue amplified sound. The City of Salina has the discretion to require paid staff to monitor activities during any reservation of the Eric Stein Stage. If so required, the sponsoring organization shall be charged a fee to reimburse the City for costs incurred during that time. The City of Salina requires that "No Glass Bottles" be displayed in advertisements, posters, etc., for those events where alcohol may be present. I understand this event is subject to all codes of the City of Salina and Parks & Recreation rules and regulations and that I agree to all conditions and information stated in this permit. Failure to comply may result in revocation of Stage Use Permit.

Signature: _____ Date: _____

To be completed by Parks & Recreation Office

Special requirements/stipulations:	
Approved by Steve Snyder, Dir.:	Date: